



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS AND GEOLOGISTS

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Application Checklist and Instructions Hydrogeologist (CHG) Examination

The following checklist is intended to help hydrogeologist applicants complete all application requirements.

- ☐ Qualifying Experience (Business and Professions Code § 7842): Applicants for certification as a Hydrogeologist (CHG) must already possess a valid California Professional Geologist (PG) license and have a minimum of seven years prorated qualifying geological work experience in a responsible position prior to submitting the CHG examination application. Additionally, the seven years of prorated experience must include one of the following:
 - A minimum three years of prorated experience performed under the supervision of a Hydrogeologist, demonstrating that the applicant is qualified to assume *responsible charge* of this work upon certification as a CHG.
- OR-**
- A minimum five years of prorated experience in responsible charge of hydrogeological work. This experience shall be gained under the supervision of a licensed geologist in this or any other state, or under the supervision of others who, in the opinion of the Board, have the training and experience to be in *responsible charge* of hydrogeological work.
- ☐ Request a minimum of three "[Independent Evaluation of Scope](#), Character and Duration of Applicant's Qualifying Geological Work Experience" forms be completed by a Certified Hydrogeologist or Professional Geologist with a minimum of five years' experience in responsible charge of hydrogeological work (California Code of Regulations § 3042). If a PG is used for a reference they must attach a copy of their résumé to verify their ability to provide a reference. The Board encourages applicants to review this form with reference providers prior to submission with the applicant's application. Please include a copy of the Geology "[Definitions of Critical Concepts](#)" with each evaluation you request. *If the reference provider is not a licensed geologist, they must provide their resume with the reference for verification of their ability to provide a reference.* The forms must accompany the application.
- ☐ Supply at least three representative hydrogeological reports that were prepared wholly or in part by the applicant (California Code of Regulations § 3041). If the applicant's signature and PG seal are not on the report, a letter from one of the signatories of the report must be included to validate the applicant's part in preparing the report. Reports must be submitted on a compact disc. Draft submittal reports are not final products, and therefore are not representative of qualifying work. The reports must accompany the application.
- ☐ Submit the "[Application for the Professional Geologist and Geophysicist Examinations](#)," \$250 application filing fee (non-refundable) and \$100 examination fee (total of \$350), "Independent Evaluations of Scope" forms and representative reports by the final filing date for the examination being applied for. If additional information is requested, applicants will have until 70 days prior to the exam to submit the requested information or documents.

Applicants will be contacted via the e-mail address provided by them on their application to notify them once examination eligibility has been determined. Please make checks, money orders or bank drafts payable to the "Department of Consumer Affairs" (DCA). The applicant's cancelled check will serve as receipt for fees paid.

Previous California Certified Engineering Geologist examination applicants: Applicants who have taken but did not pass the CHG examination *within the past two years* need not provide new reports or new "Independent Evaluations of Scope". However, it is necessary to complete a retake application and include payment of all applicable fees postmarked by the final retake application date for the examination applied for. The retake application only applies to examinations that the applicant has previously taken and failed, it does not apply to an examination that the applicant applied for but did not take. Retake applications are available by calling the Board office at 1.866.780.5370.

Please address all communications regarding your application to:

Board for Professional Engineers, Land Surveyors, and Geologists
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